

2.0 STUDY PHASE

2.1 Summarize Results of General Phase Presentation

- A. Memo for Record
- B. Special References
- C. Decisions relating to added reqm. not planned, changes to user specs, etc.

2.2 Organize Existing Documentation

- A. Project
- B. Matter of Record (Reference)

2.3 Collect Sample Documents

- A. Computer oriented forms
- B. Project related forms (to reference file-indexed)

2.4 Summarize Present Project

- A. Statement of Problems & Omissions, etc.
- B. Include systems flowchart

2.5 Management Presentation (Check Point)

Review problems, omissions, etc.

classification

COMPUTER SERVICES REQUEST FORM

REQUESTING OFFICE OCS/MSD/M&P	COMPONENT 2654000	REQUESTOR'S CONTROL NO. HR- 013
REQUESTOR'S NAME [REDACTED]	EXTENSION 4528	DATE 6 OCT. '69
SERVICE REQUESTED (use additional sheets if necessary)		

STATINTL

It is requested that sufficient man-hours be approved
to accomplish the Study Phase (Phase #2) of Project STAFFING
in the Human Resources Systems of the SIPS effort.

GET DATE FOR COMPLETION 16 Jan 1970	APPROVED BY [REDACTED]	STATINTL
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DO NOT WRITE BELOW THIS LINE—TO BE COMPLETED BY OCS

TYPE OF REQUEST (code) D		DATE RECEIVED 6 OCTOBER 1969	OCS TASK NO. 1247
PROJECT NAME 25426 STAFFING	EST. MANHOURS 328 480	SPECS RECEIVED (DATE) 6 OCTOBER 1969	REQUEST RECEIVED BY [REDACTED]
ASSIGNED TO [REDACTED]		STATINTL	
ESTIMATED COMPLETION DATE 16 Jan 70 6 FEB 70	DATE COMPLETED 6 FEB 70	ACTUAL MANHOURS	STATINTL

REMARKS
ADJUSTMENT CODE: B

STATINTL

7 OCT. 69

5 Nov 69

The attached copies PERSTAFF study phase
2.1 thru 2.5

should be stamped

No HRS-Form 2 required

JHR